

Iowa State Fire Marshal's Office
Fire Extinguishing System Contractors Advisory Board
Meeting Minutes
August 14, 2005

Committee Members Present:

Mark Adams, Chairman, representing the Fire Service
Greg Higginbotham, representing Wet System Contractors
Shawn Mullen, representing Dry System Contractors
Kathy Carter, representing the Fire Service
Ron Hoover, representing Building Officials
Amy Infelt, representing licensed Professional Architects and Engineers
Lorna Hamilton, representing the Public
Paul Tinder, representing the State Fire Marshal

Staff Attending:

W. Stuart Crine, Building Code Commissioner
Mike Coveyou, Agency Rules Administrator

The meeting was called to order at approximately 10:00 AM by Chairman Mark Adams.

- **Motion** by Ron Hoover, **Seconded** by Kathy Carter to accept the minutes of the July 27, 2005 meeting. **Motion** passed unanimously.
- Reports from Committee Members
 - Greg – Contacted Code and Standards Assessment, Inc. (CASA) and UA Star regarding their interest in acting as an examination agent for provisional certification. CASA was very interested but UA Star did not return Greg's email. No phone number was available on their website. Greg and Shawn will draft some technical specifications and send to Stuart for him to include in a Request for Proposal (RFP) for organizations interested in acting as an examination agent. NAFED, NFPA, FSSA were suggested as organizations to send a copy of the RFP.
 - Paul – Nothing new.
 - Lorna – Nothing new.
 - Shawn – Will be making a presentation to the Iowa Burglar and Fire Alarm Association in October to advise them on how the process of creating a new regulatory board has gone.
 - Mike – Nothing new.
 - Kathy – Discussed issues on application development. Mark asked that the State initiate the development of the FESCB webpage even before the Rules are completed. This webpage could provide the enabling legislation, board minutes and members names.
 - Amy – Stuart and Amy were scheduled to make a presentation to the Iowa Engineers Licensing Board last week. This presentation has been postponed until January since the target date for finalizing the Rules has been delayed.
 - Ron – Nothing new.
- Mike mentioned that an exception for the Sprinkler Contractor Licensing Rules may need to be added to another Rulemaking, already in progress, which allows the use of the International Fire Code by local jurisdictions in lieu of State Fire Marshal Rules under certain circumstances.

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The Board initiated a detailed review of the draft Rules:

- Preamble
 - The Board felt that one Public Hearing would be sufficient.
 - Second line in second paragraph, add word “automatic” after word “of”. Revise word “extinguish” to “extinguishing”.
 - Third paragraph, third line, delete “fro” and insert “for”. Delete words “which develop industry standards and codes”
- Rule 275.1 (1) Add a subrule requiring one or both of two possible endorsements in order to do that type of system installation.
 - Automatic Sprinkler System Layout
 - Special Hazards Suppression Systems (Shawn will send definition to Mike).
- Rule 275.1 (2) Clarify for what purposes, each form of communication between the licensee and the State may be used. Also determine if the FESCB web address can send submitted questions go to a non-state email.
- Rule 275.2 (Definitions) Add a definition for “Clean Agent Systems” from NFPA 2001.
- Rule 275.3 (1) Add that the notification shall be in writing and revise time period for reporting to the fire marshal from 10 to 30 calendar days.
- Rule 275.3 (2) Add that notification shall be in writing and change the word “firm” to “contractor” in the second sentence. Revise the time period for reporting to the fire marshal from 10 to 30 calendar days. Delete “unable to act” and insert “no longer acting”.
- Rule 275.3 (3) Delete “unable to act” and insert “no longer acting”. Change the time period for designating a new RME from 30 days to 6 months.
- Rule 275.3 (4) Delete the first occurrence of the word “the” in the second sentence. Reword “a.” to read “Current certification by the national institute for certification in engineering technologies at a minimum of level III in fire protection technology for either automatic sprinkler system layout or special hazards suppression systems”. Revise “b.” by inserting the word “system” after the word “protection”.
Revise the first sentence of the Exception to read “Prior to July 1, 2008 and add “Provisional certification shall not be recognized after July 1, 2009”. Move this Exception to Rule 275.4
- Rule 275.4 Revise the time period for reporting to the fire marshal from 10 to 30 calendar days.
- Rule 275.4 (2) Add language requiring an endorsement “for fire extinguishing system work”, from the licensee’s insurance company on the Insurance Certificate.
 - Section a. State how notification to the fire marshal is to be made.
- Rule 275.4 (4) Rework sentence to be directive rather than declaratory.

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- Rule 275.5 (1) Add language that applications should be filed at least 30 days in advance.
 - Second line, revise “submitted” to “submit”.
 - Third line, revise “extinguisher” to “extinguish”
 - Fourth line, revise “dos” in web link to “dps”.
 - Add to required attachments: Proof of certification for RME, Insurance Certificate.
- Rule 275.5 (2) Rewrite to provide for two fees; a. for initial certification fee and b. for certification renewal fee.
- Add Rule on length of certification, expiration and renewal dates.
- Mike and Stuart will check with Jeff Peterzalek to determine if the complainant can remain anonymous.
- Ensure that fire marshal fax number is listed on all downloadable forms.
- Rule 275.6 (1) Second line, delete “the condition or” and insert “all”. Delete “the” after the word “were” and insert the word “a”.
- Add a paragraph explaining Revocation after 275.6 (1).
- 275.6 (3) Check with Jeff Peterzalek, Asst. Attorney General to determine how to calculate the number of days for the civil penalty.
- Stuart and Mike need to determine how the State Fire Marshal would like to handle inspections and follow-up inspections from complaints.
- Stuart and Mike need to talk with Jeff Peterzalek, Asst. Attorney General about complying with state requirements regarding child support.
- Rule 276.5 (5) Fourth line, insert the word “a” between the words “as” and “contested”.
- Upcoming Meeting Dates – October 19, 2005 10:00 AM – 3:00 PM

There being no further business, the meeting was adjourned.

Respectfully submitted,

W. Stuart Crine,
Building Code Commissioner